



# County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

July 31, 2012

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENTS OF PUBLIC WORKS:  
TED WATKINS MEMORIAL PARK KITCHEN AND GYMNASIUM RENOVATION  
UNINCORPORATED AREA OF WATTS  
CATEGORICAL EXEMPTION  
ESTABLISH CAPITAL PROJECT  
APPROVE TOTAL PROJECT BUDGET  
SPECS. 7206; CAPITAL PROJECT NO. 87140  
(SECOND DISTRICT) (3 VOTES)**

**SUBJECT**

These actions will find the Ted Watkins Memorial Park Kitchen and Gymnasium Renovation Project is categorically exempt under the California Environmental Quality Act, establish the Capital Project, approve the total Project budget, and authorize the Department of Public Works to deliver the Project, including design, jurisdictional approvals, and construction using a Board-approved Job Order Contract.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the Ted Watkins Memorial Park Kitchen and Gymnasium Renovation Project categorically exempt under the California Environmental Quality Act for reasons stated in this letter and in the record of the proposed Project.
2. Establish Capital Project No. 87140 for the Ted Watkins Memorial Park Kitchen and Gymnasium Renovation Project.

*"To Enrich Lives Through Effective And Caring Service"*

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Intra-County Correspondence Sent Electronically Only**

Board of Supervisors  
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First District

MARK RIDLEY-THOMAS  
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Third District

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Fifth District

3. Approve the \$801,000 total Project budget for the Ted Watkins Memorial Park Kitchen and Gymnasium Renovation Project, Capital Project No. 87140.
4. Authorize the Director of Public Works, or her designee, to deliver design services and procure jurisdictional approval for the proposed Project.
5. Approve and authorize the Director of Public Works, or her designee, to carry out the Ted Watkins Memorial Park Kitchen and Gymnasium Renovation Project and to deliver the proposed Project by using a Board-approved Job Order Contract.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will find that the Ted Watkins Memorial Park Kitchen and Gymnasium Renovation Project (Project) is exempt from the California Environmental Quality Act (CEQA) and allow the Department of Public Works (Public Works) to proceed with design and construction to renovate the proposed Project.

The proposed Project includes the refurbishment of the kitchen and gymnasium building located at Ted Watkins Memorial Park in the unincorporated area of Watts. The existing kitchen and gymnasium building which was constructed in the early 1950s, contains hazardous materials, does not meet current Americans with Disabilities Act (ADA) requirements, and need repair in order to make the building functional.

The kitchen renovation includes demolition and installation of new interior finishes, lighting systems, electrical service, and plumbing service. The gymnasium renovations include new paint, flooring and wall finishes in the multipurpose, dining, and gymnasium rooms. The restrooms will be remodeled to meet ADA standards which include new finishes and ADA compliant fixtures. The Department of Parks and Recreation (Parks) will provide a commercial refrigerator and commercial gas range for the kitchen.

The proposed Project will be designed by County staff within Public Works Architectural Engineering Division (AED) and supplemented by architectural engineering services through Board-approved as-needed consultant services agreements. Following completion of the construction documents and jurisdictional approvals, Public Works will deliver the proposed Project using a Board-approved Job Order Contract (JOC).

### **Green Building/Sustainable Design Program**

The proposed Project will support the Board's Green Building/Sustainable Design Program by using energy-efficient lighting fixtures, with light sensors. There will be water savings due to use of water-efficient fixtures in the restrooms, which will reduce the use of potable water.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provisions of Operational Effectiveness (Goal 1) by maximizing the effectiveness of process, structure, and operations to support timely delivery of customer-oriented and efficient public services. It also directs that we ensure Fiscal Sustainability (Goal 2) by strengthening and enhancing the County's capacity to sustain essential County services through proactive and prudent fiscal policies and stewardship. Lastly, it directs us to provide Integrated Services Delivery (Goal 3) by maximizing opportunities to measurably improve client and community outcomes and leverage resources through the continuous integration of health, community, and public safety services.

### **FISCAL IMPACT/FINANCING**

The total cost for the proposed Project, including construction, change orders, consultant services, miscellaneous expenditures, Civic Arts, and County services is estimated at \$801,000. Sufficient funds are available in the Fiscal Year 2012-13 Capital Project No. 87140 to fund the proposed Project.

The proposed Project is funded by Second District net County cost allocated for Enhanced Unincorporated Area Services (Proposition 62).

The Project Schedule and Budget Summary are included in the Attachment.

### **Operational Budget Impact**

The proposed Project will include a one-time start-up cost to purchase all appliances for the kitchen necessary to operate the facility.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard JOC contract, previously approved by the Board, in the form previously approved by County Counsel, will be used.

The contract contains terms and conditions supporting the Board's ordinances and policies, including, but not limited to: County Code Chapter 2.200, Child Support Compliance Program; County Code Chapter 2.202, Contractor Responsibility and Debarment; County Code Chapter 2.203, Contractor Employee Jury Service Program; County Code Chapter 2.206, Defaulted Property Tax Reduction Program; Board Policy 5.050, County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Work (GROW) Programs; Board Policy 5.060, Reporting of Improper Solicitations; Board Policy 5.110, Contract Language to Assist in Placement of Displaced County Workers; and Board Policy 5.135, Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law).

As required by the Board, language has been incorporated into the Project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees that they may be eligible for the Federal Earned Income Credit under the Federal income tax law (Federal Income Tax Law, Internal Revenue Service Notice 1015).

As required by the Board, the proposed project includes 1 percent of the estimated design and construction costs to be allocated to the Civic Arts Special Fund according to the Board's Civic Art Policy adopted on December 7, 2004.

#### **ENVIRONMENTAL DOCUMENTATION**

This proposed project is categorically exempt under CEQA in accordance with the State CEQA Guidelines, Sections 15301, Class 1(a), (d), and the County of Los Angeles Environmental Procedures and Guidelines, Class 1(c) and (d) adopted by the Board on November 17, 1987, as the Project consists of repair and minor alteration of existing facilities and installation of mechanical equipment, involving negligible or no expansion of an existing use. A Notice of Exemption has been filed with the Registrar-Recorder/County Clerk.

#### **CONTRACTING PROCESS**

As provided by the State Labor Code, the proposed Project specifications will require that contractors pay prevailing wage rates to all persons providing work on the Project.

The proposed Project will be delivered using a Board-approved JOC, which was competitively bid and awarded to the Lowest Responsive and Responsible Bidder in accordance with the State Public Contract Code.

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Design services for the proposed Project will be provided by Public Works Architectural Engineering Division, and supplemented by architectural engineering services through Board-approved as-needed consultant services agreements.

Various as-needed consultants with Board-approved contracts may be used to provide various services, such as hazardous materials, monitoring, and inspections.

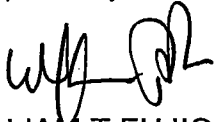
**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

It is anticipated that the kitchen, multipurpose room, dining room, and restrooms will be closed during the construction. Every effort will be made to mitigate the impact on general use of the facility during construction.

**CONCLUSIONS**

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Projects Division; Parks and Recreation; and Public Works, Project Management Division II.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:RLR:DJT  
SW:LL:zu

Attachment

c: Executive Office, Board of Supervisors  
County Counsel  
Arts Commission  
Auditor-Controller  
Parks and Recreation  
Public Works

**ATTACHMENT**  
**July 31, 2012**

**DEPARTMENT OF PUBLIC WORKS: DEPARTMENT OF PARKS AND RECREATION  
TED WATKINS MEMORIAL PARK KITCHEN AND GYMNASIUM RENOVATION  
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**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Completion Date</b>
Project Design Construction Documents Jurisdictional Approvals	10/31/2012 12/30/2012
Construction Start Construction Substantial Completion Acceptance	01/08/2013 07/08/2013 09/09/2013

## II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Land Acquisition	\$ 0
Construction	
Job Order Contract	\$ 571,000
Low Bid Construction Contract	\$ 0
Change Orders (10 percent )	\$ 57,000
Unforeseen Conditions	\$ 0
Make Ready Work	\$ 0
Youth Employment	\$ 0
Misc. Expense	\$ 0
Gordian Group	\$ 6,000
Civic Arts	\$ 6,200
Subtotal	\$ 640,200
Programming/Development	\$ 0
Plans and Specifications	
Plans and Specifications	\$ 55,000
A/E Supplemental Agreements	\$ 0
A/E Reimbursable Costs	\$ 0
Subtotal	\$ 55,000
Consultant Services	\$ 0
Deputy Inspection	\$ 0
Site Planning	\$ 0
Hazardous Materials	\$ 10,000
Geotech/Soils Test	\$ 0
Material Testing	\$ 0
Cost Estimating	\$ 0
Topographic Surveys	\$ 0
Construction Management	\$ 0
Construction Administration	\$ 0
Environmental	\$ 0
Move Management	\$ 0
Equipment Planning	\$ 0
Legal	\$ 0
Contract/Change Order	\$ 0
Other	\$ 0
Subtotal	\$ 10,000

## II. PROJECT BUDGET SUMMARY (continued)

Budget Category	Project Budget
Miscellaneous Expenditures	
Office of Affirmative Action	\$ 5,000
Furniture, Fixtures, and Equipment	\$ 0
Printing	\$ 0
Subtotal	\$ 5,000
Jurisdictional Approvals	
Regional Planning	\$ 0
Fire Department	\$ 3,000
Health Department	\$ 2,000
Building and Safety Plan Check	\$ 5,000
Subtotal	\$ 10,000
County Services	
Code Compliance and Quality Control Inspections	\$ 15,000
Design Review	\$ 0
Design Services	\$ 0
Contract Administration	\$ 7,000
Project Management	\$ 51,800
Project Management Support Services	\$ 3,000
ISD Job Order Contract Management	\$ 0
DPW Job Order Contract Management	\$ 0
ISD ITS Communications	\$ 0
Project Security	\$ 0
Project Technical Support	\$ 4,000
County Counsel	\$ 0
Other	\$ 0
Consultant Contract Recovery	\$ 0
Sheriff Job Order Contract Management	\$ 0
Subtotal	\$ 80,800
<b>Total</b>	<b>\$ 801,000</b>